

UTAH COUNTIES INDEMNITY POOL

BOARD OF TRUSTEES MEETING

Thursday, January 19, 2012, 12:00 p.m.

UCIP Offices, 10980 S. Jordan Gateway, South Jordan, UT

AGENDA

12:00	Lunch Provided	
12:30	Don Green Photography	
1:00	Call to Order	Kay Blackwell
ITEM	ACTION	
1	Review/Excuse Board Members Absent	Kay Blackwell
2	Approve December 15, 2011 Meeting Minutes	Steve Wall
3	Ratification and Approval of Payments and Credit Card Transactions	Steve Wall
4	Ratification of Emergency Item – Excess Crime Proposal	Kay Blackwell
5	Review/Approve Auditor	Steve Wall
6	Review/Approve Actuary	Steve Wall
7	Set Date and Time for Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an Individual	Kay Blackwell
8	Action on Personnel Matters	Kay Blackwell
9	Set Date and Time for Closed Meeting to Discuss Pending or Reasonably Imminent Litigation	Kay Blackwell
10	Action on Litigation Matters	Kent Sundberg
INFORMATION		
11	Conflict of Interest Affirmation	Sonya White
12	Personnel Committee Report	Brad Dee
13	Chief Executive Officer's Report	Johnnie Miller
14	Other Business	Kay Blackwell

Electronic Meeting Notice: 888-447-7153, Participant Passcode: 2261240



BOARD OF TRUSTEES' MEETING MINUTES

January 19, 2012, 12:30 pm

UCIP Offices, 10980 S. Jordan Gateway, South Jordan, UT

BOARD MEMBERS PRESENT

Kay Blackwell, *President*, Piute County Commissioner
Jim Eardley, *Vice President*, Washington County Commissioner
Steve Wall, *Secretary-Treasurer*, Sevier County Clerk/Auditor
Bruce Adams, San Juan County Commissioner
Gary Anderson, Utah County Commissioner
Craig Dearden, Weber County Commissioner
Brad Dee, Weber County Human Resources Director
Jerry Hurst, Tooele County Commissioner
Karla Johnson, Kane County Clerk/Auditor
Bret Millburn, Davis County Commissioner
Cameron Noel, Beaver County Sheriff
Kent Sundberg, Utah County Deputy Attorney
Mike Wilkins, Uintah County Clerk/Auditor

OTHERS PRESENT

Johnnie Miller, UCIP Chief Executive Officer
Mark Brady, UCIP Loss Control Manager
Sonya White, UCIP Manager of Administration

Call to Order

Kay Blackwell called this meeting of the Utah Counties Indemnity Pool Board of Trustees to order at 12:30 p.m. on January 19, 2012, introduced the newest Board Member, Mike Wilkins, and welcomed all in attendance.

Review/Excuse Board Members Absent

All Members of the Board were in attendance at this meeting.

Approve December 15, 2011 Meeting Minutes

The minutes, of the Board of Trustees meeting held December 15, 2011, were previously sent to the Board Members for review (see attachment number one). Steve Wall made a motion to approve the December 15, 2011 meeting minutes as written. Karla Johnson seconded the motion, which passed unanimously.

Ratification and Approval of Payments and Credit Card Transactions

Steve Wall reviewed the payments made, payments to be made and credit card transactions with the Board. Steve Wall made a motion to approve the payments made, payments to be made and credit card transactions. Jerry Hurst seconded the motion, which passed unanimously.

Ratification of Emergency Item—Excess Crime Proposal

The Excess Crime proposals were received on December 15, after the Board Meeting had already been noticed. A motion was made under the Chief Executive Officers report as an Emergency Item to approve the National Union Fire proposal, option four. Gary Anderson made a motion to approve and ratify the Emergency Item decision made on December 15, 2011. Craig Dearden seconded the motion, which passed unanimously.

UTAH COUNTIES INDEMNITY POOL

PO Box 95730, South Jordan, UT 84095-0730

Phone (801)565-8500 ☎ Fax (801)568-0495 ☎ www.ucip.utah.gov

Review/Approve Auditor

Steve Wall reported that the Audit Committee has been reviewing and met today to discuss the proposals received for audit services (see attachment number two). The recommendation of the Audit Committee is to accept the proposal of Wisan, Smith, Racker & Prescott. Jim Eardley made a motion to approve the low bid of \$17,500 with Wisan, Smith, Racker & Prescott. Mike Wilkins seconded the motion, which passed unanimously.

Review/Approve Actuary

Steve Wall reported that the Audit Committee has been reviewing and met today to discuss the proposals received for actuarial services (see attachment number three). The recommendation of the Audit Committee is to accept the proposal of By the Numbers Actuarial Consultants. Karla Johnson made a motion to approve the low bid of \$17,000 of By the Numbers Actuarial Consultants. Bret Millburn seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Karla Johnson made a motion to strike agenda item: *Set Date and Time for a Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an Individual*. Craig Dearden seconded the motion, which passed unanimously.

Action on Personnel Matters

Karla Johnson made a motion to strike agenda item: *Action on Personnel Matters*. Craig Dearden seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Kent Sundberg made a motion to strike agenda item: *Set Date and Time for a Closed Meeting to Discuss Pending or Reasonably Imminent Litigation*. Gary Anderson seconded the motion, which passed unanimously.

Action on Litigation Matters

Kent Sundberg made a motion to strike agenda item: *Action on Litigation Matters*. Gary Anderson seconded the motion, which passed unanimously.

Conflict of Interest Affirmation

Pursuant to Article 14 of the Bylaws, Board Members were provided with a Conflict of Interest and Disclosure to be signed and notarized.

Personnel Committee Report

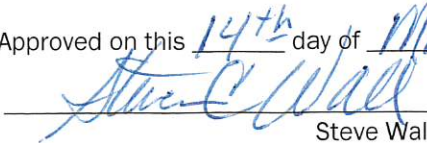
Brad Dee reported that the Personnel Committee met today to discuss topics that will benefit the membership at UCIP's annual Personnel Workshop held in May. Brad Dee made a motion to cancel the May 24, Board of Trustees Meeting scheduled for St. George. Gary Anderson seconded the motion, which passed unanimously.

Chief Executive Officer's Report

Johnnie Miller reported that he and Sonya White met with employees of URMMA to answer their questions regarding Medicare reporting requirements. Johnnie reported that he conducted a walk-through of the new Tooele County Jail, is attending the UAC Legislative Committee meetings and the AGRIP Board Retreat.

Other Business

The next meeting of the Board of Trustees is scheduled for February 16, 2012 at 12:00 p.m. at the UCIP offices.

Approved on this 14th day of March 2012

Steve Wall, Secretary/Treasurer

Utah Counties Indemnity Pool

Payments

December 16, 2011 - January 19, 2012

Type	Date	Num	Name	Memo	Amount
ML Expense					
Liability Check	12/29/2011		QuickBooks Payroll Service	Created by Payroll Services on 12/22/2011	-12,762.36
Liability Check	1/12/2012		QuickBooks Payroll Service	Created by Payroll Services on 01/10/2012	-12,585.39
Liability Check	12/30/2011	ONLINE	United States Treasury	EFT ACKNOWLEDGEMENT NUMBER: 270176425988737	-4,291.76
Liability Check	12/30/2011	ONLINE	Utah State Tax Commission	Confirmation Number: 0-486-745-088	-1,674.86
Liability Check	12/30/2011	ONLINE	Nationwide Retirement Solutions	Entity: 644013	-2,025.76
Liability Check	12/30/2011	ONLINE	Utah Retirement Systems	Confirmation Number: 1223634602288031121250	-6,466.02
Liability Check	1/15/2012	ONLINE	United States Treasury	EFT ACKNOWLEDGEMENT NUMBER: 270241760162682	-4,699.36
Check	12/27/2011	VISA	Wells Fargo	Account Number: 4856 2002 0207 3675	-2,401.60
Check	12/27/2011	VISA	Wells Fargo	Account Number: 4856 2002 0207 3683	-1,253.43
Check	12/27/2011	VISA	Wells Fargo	Account Number: 4856 2002 0207 3691	-101.89
Check	12/23/2011	6222	Karla Johnson	Mileage Reimbursement	-333.00
Check	12/23/2011	6223	Jim Eardley	Mileage Reimbursement	-333.00
Check	12/23/2011	6224	Gary Anderson	Mileage Reimbursement	-44.40
Check	12/23/2011	6225	Bret Millburn	Mileage Reimbursement	-34.69
Check	12/23/2011	6226	Kay Blackwell	Mileage Reimbursement	-222.00
Check	12/23/2011	6227	Steven Wall	Mileage Reimbursement	-163.17
Check	12/23/2011	6228	Brad Dee	Mileage Reimbursement	-58.83
Check	12/23/2011	6229	Cameron Noel	Mileage Reimbursement	-202.02
Check	12/23/2011	6230	Jerry Hurst	Mileage Reimbursement	-49.95
Check	12/23/2011	6231	Kent Sundberg	Mileage Reimbursement	-38.85
Check	12/23/2011	6232	Bruce Adams	Mileage Reimbursement	-333.00
Check	12/23/2011	6233	PEHP-LTD	Coverage Period: DEC 2011	-212.74
Liability Check	12/30/2011	6234	Public Employees Health Program	Policy Number 1076 (December)	-5,716.50
Bill Pmt -Check	12/30/2011	6235	Fluid Studio	Invoice Number: INV-9622	-1,500.00
Bill Pmt -Check	12/30/2011	6236	Henriksen/Butler	Invoice Number: 7848	-779.03
Bill Pmt -Check	12/30/2011	6237	Media One of Utah	Account Number: 9001366989	-125.00
Bill Pmt -Check	12/30/2011	6238	Paetec	Invoice Number: 3571502	-682.03
Bill Pmt -Check	12/30/2011	6239	Utah Association of Counties	Invoice Number: 20598	-3,825.00
Bill Pmt -Check	12/30/2011	6240	TCNS, Inc.	Invoice Number: 4230	-1,190.00
Bill Pmt -Check	12/30/2011	6241	TCNS, Inc.	Invoice Number: 4233	-1,347.50
Bill Pmt -Check	12/30/2011	6242	TCNS, Inc.	Invoice Number: 4300	-35.00
Bill Pmt -Check	12/30/2011	6243	White Automation & Design, LLC	Invoice Number: 2011009	-160.00
Bill Pmt -Check	1/1/2012	6244	Arthur J. Gallagher & Co.	Invoice Number: 97724	-32,114.00
Bill Pmt -Check	1/1/2012	6245	End Point Corporation	Invoice Number: UC1105	-60.00
Bill Pmt -Check	1/1/2012	6246	Mountain View Software	Invoice Number: 14322	-4,600.00
Bill Pmt -Check	1/1/2012	6247	Western AgCredit	Invoice Number: 1-2012	-10,788.00
Bill Pmt -Check	1/1/2012	6248	Workers Compensation Fund	Invoice Number: 3361541	-1,497,718.08
Bill Pmt -Check	1/6/2012	6249	Arthur J. Gallagher & Co.	Invoice Number: 97906	-3,748.00
Bill Pmt -Check	1/6/2012	6250	Christensen & Jensen	Invoice Number: 67779	-2,128.43
Bill Pmt -Check	1/6/2012	6251	County Reinsurance, Limited	Liability Reinsurance Jan 2012-2013	-1,039,055.00
Bill Pmt -Check	1/6/2012	6252	Revco Leasing Company, LLC	Invoice Number: 284776	-815.89
Total ML Expense					-2,656,675.54
TOTAL					-2,656,675.54

Utah Counties Indemnity Pool

Financial Audit Proposal Summary

Firm	Larson, Rosenberger	Wisan, Smith, Racker & Prescott
Location	Murray, UT	Salt Lake City, UT
Size	Regional (UT, NV, CA)	Local Utah firm
Govt. Experience	San Juan County, Millard County & several cities	Providence City & several SSD's
Insurance Experience	Eighth largest insurance audit firm in the US.	Client list includes one captive insurer for dental malpractice.
Pool Experience	UCIP, URMMA, ULGT, PEHP, USBRMM	None
Estimated Hours	208	287
Total Cost	\$18,250	\$34,500
Discount	0	\$17,000
Discounted Cost	\$18,250	\$17,500
Additional Services	Has provided consulting with no additional charge.	Ten hours per year consulting included in price.
Notes	Has provided audit services to UCIP since formation of the pool.	MacRay Curtis is former State Auditor employee overseeing audits of local governments.

Utah Counties Indemnity Pool

Actuarial Services Proposal Summary

Firm	By the Numbers Actuarial	Towers Watson
Location	Brentwood, TN	Boston, MA
Size	National	National, Top 10 firm
Govt. Experience	Significant	Significant
Insurance Experience	Several Pools and CRL	Several Pools and insurance carriers
Pool Experience	CORSA, ACCG, ACCO, NIRMA, KCA, KAC, CRL	TACRMP, NHLGC, MML, WMMIC
Estimated Hours	57	111.75
Total Cost	\$19,975	\$38,500
Discount	\$2,975	\$0
Discounted Cost	\$17,000	\$38,500
Additional Services	Includes expenses to present report in-person.	Includes expenses to present report in-person.
Notes		



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Notice Title:

Board Meeting

Government Type:

Special Districts

Entity:

Utah Counties Insurance Pool

Public Body Name:

Board of Trustees

Notice Subject:

Administrative Services

Notice Type:

Meeting

Street Address:

10980 S. Jordan Gateway

Street Address continued:

City:

South Jordan

Zip:

84095

Start Date:

01/19/12 12:00 PM

End Date:

01/19/12 4:00 PM

Description / Agenda:

Lunch Provided

Don Green Photography

Call to Order

Review/Excuse Board Members Absent

Approve December 15, 2011 Meeting Minutes

Ratification and Approval of Payments and Credit Card Transactions
Ratification of Emergency Item - Excess Crime Proposal
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Set Date and Time for Closed Meeting
to Discuss Character, Professional Competence, Physical/Mental Health of an Individual
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Conflict of Interest Affirmation
Personnel Committee Report
Chief Executive Officer's Report
Other Business

ADA:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sonya White at the Utah Counties Indemnity Pool, PO Box 95730, South Jordan, UT 84095, or call 801-307-2113, at least three days prior to the meeting.

Electronic Participation:

Any Member of the Utah Counties Indemnity Pool Board of Trustees may participate telephonically.

Other:**Emergency Notice:**

No

Send copy of notice to:

naclegal@mediaoneutah.com

Attachments:

There are attachments associated with this notice.

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